



**HAMILTON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

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MINUTES

LEPC Meeting, November 13, 2002

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held November 13, 2002 at Wally's Restaurant, 6521 Ringgold Road in East Ridge, Tennessee.

Those in attendance were:

Jamie Farrow, Chairman, BWSC
Wayne Stuntz, Secretary, Hamilton County Emergency Services
Larry Martin, Vice Chairman, McKee Foods
Richard Twitchell, Independent/CSTCC
Larry Reich, Tri-State Security (New Member)
Robin Taylor, Plantation Pipeline Co. (New Member)
Mike Brooks, East Ridge Fire Dept.
Chris McCormack, Marion Environmental
Jim Edmister, Industrial Welding Supply (New Member)
Mike James, MEI
Dusty Rominger, W.R. Grace
Mike Poe, SOFIX Corp.
Jobie Jones, Velsicol Chemical
Terry Million, DuPont
George Sivils, DuPont
Kevan Parker, HEPACO, Inc.
Jon Kavaliunas, CARTA
Lori Bacus, Tennessee American Water Co.
John Bennett, JIT Terminal, Inc.
Paul Patty, Sonitrol (Guest)
Gerald Ellis, Sonitrol (Guest Speaker) (New Member)
Glen Czarnecki, TN Dept. of Health
Rip Rohen, Hamilton County Emergency Services

Caroline Williams, League of Women Voters

LEPC Meeting Minutes
November 13, 2002

Those in attendance: (Cont.)

Amy Maxwell, Hamilton County Emergency Services
Bill Hyatt, HEPACO, Inc.

Call to Order:

Newly elected Chairperson, Ms. Jamie Farrow called the meeting to order at 10:33 a.m. Ms Farrow noticing new faces at the meeting asked for introductions. Ms. Farrow then asked for membership approval of the September 18, 2002 LEPC meeting minutes. The Secretary then informed the committee that the minutes for the September 18, 2002 minutes were not complete and would be distributed as soon as possible.

Old Business

The Chairperson then asked the Secretary/Treasurer to provide the Financial Report to the committee. Mr. Stuntz had previously distributed copies to members in attendance and merely recapped the LEPCs financial account status as reconciled with current AmSouth Bank statement for period Sept 20 to Oct 22, 2002. A copy of the LEPCs Financial Report is a matter of public record and part of the LEPCs Meeting Minutes.

Ms. Farrow, in Mr. Darnell absence, provided a wrap-up report on the LEPCs 2002 Conference. Reading from notes provided by Mr. Darnell, Ms. Farrow said that the Conference was a success and thanked those individuals, companies, and agencies that contributed to its success. Mr. Darnell said that 68 people attended the pre-conference Domestic Preparedness Awareness & Technician Level class; 30 attended the Hazwopper Refresher training and 30 were in attendance at the Incident Command training. Overall, 168 people attended at the two-day Conference on Oct 9-10 and approximately 200 people were in attendance at the Whistle Stop Tour, Friday, Oct 11th. Mr. Darnell said that all expenses related to the Conference were paid.

Ms. Farrow also said that the 2003 Conference Grant application has been completed and has been forwarded by Hamilton County Emergency Services. The Grant request includes the Region LEPC Conference Grant for \$12,000; the HMEP Grant for

Community Education and Distribution for \$3,000 (to update the "What to do in a Chemical Emergency" brochure; the HMEP Grant for Operational and Administrative expenses (i.e. for copying, Office Supplies, postage and exercises); and the \$4,000 match funds provided by Hamilton County government for Services in-kind (the LEPC Secretary position).

Ms. Farrow iterated Mr. Darnell's thanks for all individuals/sub-committee's and company representation for their support of the 2002 Conference—that this undertaking would not have been possible without their involvement.

New Business

Chairperson Farrow then gave a brief reminder about the LEPC Fall Exercise coming up on Nov 15 at the JIT Terminal. She reminded all that the purpose of the exercise is to get the local fire department and HAZMAT teams acquainted with local chemical companies in case they had to respond to their facility. She said that the scenario at the facility will be a leak and consequent fire in the area of a propane highway cargo tank truck loading rack. She asked that members make a concerted effort to attend the exercise on Friday morning, at 10:00 a.m., Nov 15th at 530 Manufacturer's Rd.

Next, Ms. Farrow introduced Mr. Herald Ellis of Sonitrol as the guest speaker for the day saying that Mr. Ellis would talk to the committee about "Security Measures/Instruments Available for the Chemical Industry". Mr. Ellis assured everyone that he was not there to make a sales pitch for his company—but merely to remind industry that America's social climate for school violence, workplace violence, etc, and,as America prosecutes the war on terrorism—industry needs to be aware of the tools that are available when company's address their security plans.

Mr. Elis said that Security must address Prevention, Detection, Assessment, Response and Evidence. He said that a single source security system (such as Sonitrol's Audio Detection System) that will reduce the time required to begin action, provide information on who, what, when and where, and reduce the response time for authorities to arrive. He said that many police officers will not walk into an unknown situation without backup or additional information. He also said that a security system will also provide information deemed necessary to ensure prosecution of an accusation—more important today than ever. Mr. Elis provided a handout for committee members and is part of the minutes for this meeting. Ms. Farrow thanked Mr. Elis for addressing our committee regarding some products that are available to companies to reduce uncertainties for Emergency Responders.

Before asking for individual LEPC Subcommittee reports, Ms. Farrow told the committee that some sub-committee Chairpersons have notified here that they wish to step down as chairs of their subcommittee's. Mr. Darnell will step down as Chair of the Conference subcommittee, Ms. Farrow said that she will step down as Chair of the Fall Exercise subcommittee—adding that Mr. Bruce Garner has volunteered to head the LEPC Fall Exercise subcommittee, and Ms. Amy Maxwell will step down as Chair of the Membership subcommittee—adding that Mr. Indu Thaker volunteered to Chair the Membership subcommittee. Ms. Farrow also said that Mr. Dane Creel has agreed to remain Chair of the Programs subcommittee. Ms. Farrow also said that Mr. Kevan

Parker of HEPACO has offered to Co-Chair the Conference subcommittee. Ms. Farrow then made an appeal to the general membership for others to come forward and volunteer for these subcommittee's—all of which desperately needs your assistance.

Ms. Farrow asked if there was any other business to discuss. Mr. Garner offered the following comments related to the Plans subcommittee—that it has been an ongoing mission of the LEPC to workout something better with the emergency response plans related to an accident at a chemical facility—that it has been a tough battle because it involves technical expertise and software and that Mr. Martin has worked very hard to press the case for the LEPC to identify the software and purchasing a license for the LEPC. Mr. Garner said that he respects Mr. Martin for his tenacity in pressing the case for getting this software and offered his assistance in achieving this goal.

Mr. Garner also said, for benefit of those company's present, and as a point of reference for what they can do on their end while were are working on the response plan and trying to get information available on scene—is that individual companies can and have a responsibility to be ready for an incident at their facility. Mr. Garner (citing an actual example of an after hours response) said that the fire department received an alarm and responded to a scene, the plant was shut-down—fire department showed up at the guard post and the guard was totally unaware that an emergency existed. The guard was totally out of communication with the alarm system at the plant. The plant did in-fact have a small leak of a noteworthy chemical— which was not a huge threat to the general public—but what if it had been? He said that there was an emergency going on at the plant and during after-hours, people like security guards who should know what is going on—were completely clueless of what was going on.

Mr. Garner said that although the LEPC does not yet have all the information in lap-top computers about a chemical company—but are striving for this, and that it is up to each individual company to have their response plan ready—that if something happens after hours, who is going to know what is going on; how much should they know and what can they do to help out the responder at the scene. Mr. Garner strongly recommended that companies check their plans to prevent this real situation from occurring at their plants.

Ms. Farrow then asked for individual sub-committee reports starting with the Plans sub-committee. Mr. Larry Martin, for the benefit of new attendees at the meeting, iterated that the primary responsibility of the LEPC was to help develop an emergency response

plan for chemical incidents. Mr. Martin said that the LEPC did have an emergency plan in effect which meets the intent of the law. He went on to say that industry is responsible for submitting Tier II reports, and that in addition to the Tier II reports, the LEPC can require industry to submit additional information in the form of a Facility Survey Report for which an emergency response effort can be made more efficiently within the jurisdiction of the county. He reminded members that the LEPC does have a web site

under Hamilton County Government and there are links to the Tier II report and also a link to the Facility Survey Information form. Mr. Martin said that eventually industry will be able file on-line to the Tier II Coordinator of the LEPC. He said that with this information, in the form of a data base, the LEPC plans to put the emergency response plan in a computer package software form so that Emergency responders will have ready access to industry information on chemicals, who the facility contact is, and other information on-line with hardware to support it for each emergency response agency. Mr. Martin said that is the goal of the Plans subcommittee. He said that a lot of this depends on City Fire Department budget, Hamilton County Emergency Services budget for hardware and software—tentatively, Max Responder may be the software of choice. He said that the Plans subcommittee is looking at purchasing a single LEPC user license for Max Responder and developing a pilot emergency response plan for a single use computer—that the LEPC Emergency Response Plan would come after purchase of other licenses.

Since Ms. Farrow previously covered the comments from Mr. Darnell on the LEPC 2002 Conference, she spoke briefly about the upcoming LEPC Fall Exercise to be conducted at the JIT Terminal on Nov 15th at 10:00 a.m. and asked that as many as possible attend.

Ms. Farrow then called on Mr. Dane Creel, Chairman of the Programs subcommittee for his report. Mr. Creel said that since we have had no problems with the LEPC meetings being held at Wally's restaurant in East Ridge and therefore has reserved it for the January 8, 2003 meeting as well as the March 12 and May 14 2003 meetings.

Ms. Farrow said that Ms. Maxwell has stepped down as Chair of the Membership subcommittee and reiterated that Mr. Indu Thaker agreed to Chair the Membership subcommittee.

Ms Farrow said that she had been approached by several companies that indicated their desire to become members of the LEPC. The first was Mr. Larry Reigh of Tri-State Security, Mr. Gerald Ellis of Sonitrol, and Mr. Robin Taylor of Plantation Pipeline. Ms. Amy Maxwell made the motion that the afore-mentioned be voted in as members of the LEPC. Motion was seconded by Mr. Larry Martin and approved by attending general membership.

Ms. Farrow asked if there was any other business to discuss—there being none, the meeting adjourned.